

To: McGuire, Karen[Mcguire.Karen@epa.gov]
Cc: Murphy, Thelma (Hamilton)[murphy.thelma@epa.gov]; Leiby, Anne[Leiby.Anne@epa.gov]; Moraff, Kenneth[Moraff.Ken@epa.gov]; Gutro, Doug[Gutro.Doug@epa.gov]; Veilleux, Anthony (DEP)[anthony.veilleux@state.ma.us]; Civian, Frederick (DEP)[frederick.civian@state.ma.us]; Susannah.king@state.ma.us[Susannah.king@state.ma.us]
From: Fine, Douglas (DEP)
Sent: Wed 12/21/2016 10:57:19 PM
Subject: RE: meeting with MMA (12-22-16, 2:00 pm)

Hi Karen,

I'm glad we got a chance to chat via phone this evening, and I'm glad that we are on the same page about the agenda and plan for tomorrow's meeting at MMA.

As we discussed, here is how we hope to run tomorrow's meeting:

Topics / Agenda

1. Introductions (All) [3 min]
2. Purpose of Meeting (Doug) [3 min]
 - o I will explain that the primary purpose is to provide an update to MMA on progress with online outreach materials library and solicit feedback from MMA on "version 1.0", but we will also use the meeting to provide an update for MMA on EPA and DEP MS4 outreach and assistance activities.
3. Summary of DEP outreach and assistance activities thus far and planned (Doug / Fred) [5 min]
4. Summary of EPA outreach and assistance activities thus far and planned (EPA) [5 min]
5. Online Library of Outreach Materials (Fred) [~40 min]
 - o During this section (the bulk of our meeting), Fred will provide a brief summary of the outreach requirements in the MS4 permit. He will give background on the online outreach library (it was launched at MMA's initial request, explain who DEP worked with to develop the current version, etc.). Fred will then do a walk-through of the current version (on projection screen, and with a few hard copy handouts) and we will in an open ended manner solicit

feedback from MMA. We will close with discussing next steps / path forward, including: addressing input from MMA; plans for more proactive outreach to munis about the library; addl work for future versions; other?

MMA will be providing a laptop with projection.

As we agreed, tomorrow's meeting with MMA is not the place for DEP and EPA to continue to work through issues between the two agencies. We will use tomorrow only for gathering un-filtered feedback and recommendations from MMA (as well as using the meeting to give a little update on our other activities).

Thanks Karen, and see you all tomorrow at MMA.

Doug

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From: McGuire, Karen [<mailto:Mcguire.Karen@epa.gov>]
Sent: Wednesday, December 21, 2016 11:34 AM
To: Fine, Douglas (DEP); Civian, Frederick (DEP); King, Susannah (DEP)
Cc: Murphy, Thelma (Hamilton); Leiby, Anne; Moraff, Kenneth; Gutro, Doug
Subject: meeting with MMA

Fred, Susy and Doug -

Thank you for your work on the educational materials and for scheduling the meeting with MMA. Since it's been several weeks since we met with you, we wanted to touch base regarding your plans for the meeting. Were you thinking of having a computer/projector available so we would be able to review the website and materials as a group?

With regard to the recommendations we shared when we met several weeks ago, again, our main suggestion is that the website make clear which documents are customizable and which are not. It may generate confusion for MA communities to copy and distribute those materials that have the names and contact information for other entities (e.g. NHDOT, NHDES, RIDEM, GeoSyntec Consultants) or that make reference to specific waterbodies in other communities (e.g., Long Lake Watershed, Blackstone River Watershed). As discussed, these documents may still serve as a good source of ideas and models. In addition, because of restrictions on the use of EPA's name and logo, we do not have permission that would allow other entities to add identifying information to the three EPA documents currently on the website. Finally, we discussed the possibility of including a statement encouraging communities to partner with others to implement the program where this makes sense. We were thinking of something along these lines: "EPA and MassDEP encourage you to partner with other communities, community groups or watershed associations in developing materials and implementing a program where this will be more effective or reduce costs." We understand such an approach is being considered in the Mystic watershed.

I hope this is helpful. Let us know if you have questions or want to discuss prior to the meeting. Thanks again and see you tomorrow.

Karen